



**Montgomery County Recreation
RecAssist Fund Application
January 1, 2014 to December 31, 2014**

PLEASE PRINT

Applicant's Name _____ Spouse's Name _____

Address: _____ Home Phone _____

City/State/Zip _____ Cell Phone _____

Is the address above a new address? Yes/No _____ Email Address _____

Montgomery County residents who provide proof (as specified below) they are current recipients of assistance are eligible. The amount awarded is based on the type of assistance and the number of family members receiving assistance.

PLEASE SUBMIT COPIES OF THE DOCUMENTS LISTED BELOW.
DO NOT SEND ORIGINALS - WE CAN NOT RETURN ANY OF YOUR RECORDS.

- ☐ Approval letter from Maryland Department of Human Resources/Montgomery County Department of Social Services showing you and/or your dependents are currently eligible for Temporary Cash Assistance (TCA), Food Stamps, and/or Medical Assistance - This letter indicates your period of eligibility and the names of the household members receiving benefits. **(We do not accept Medicaid cards, Maryland Children's Health Program (MCHP) - Premium, or Independence cards).**
- ☐ Current Care for Kids identification card(s).
- ☐ Supplemental Security Income - This document must be dated within a year of your application. **(We do not accept Social Security Income or SSDI.)**
- ☐ Proof you and/or your dependents reside in a shelter. This must be a letter from the shelter dated within a month of your application and, if applicable, list your dependents living with you.

List all family members who are receiving assistance as shown on the documents submitted. Only these family members listed below will be eligible to use the RecAssist funds:

First Name	Last Name	Birth Date	Male/Female
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Applicant's Signature _____ **Date** _____

FOR RECREATION STAFF USE ONLY

Receiving Assistance _____ Type of Assistance T F M K S H Amt of RecAssist \$ _____
Documentation Verified by _____ Date _____ Mgmt. Services _____ Date Posted _____

Who is Eligible for RecAssist?

Montgomery County residents who provide documentation they are currently recipients of assistance as specified on the application.

How is the RecAssist Fund Different from Prior Years?

- The current RecAssist Fund is available for 12 months – January 1, 2014 through December 31, 2014.
- A 15% co-payment per class or program, per participant, is required at the time of registration.
- Use of the RecAssist Fund is available on a “first come, first served” based. You may use the amount on your account only until the RecAssist Fund is used up.
- Once the RecAssist Fund is used up you must pay full price for all registrations, even if you have not used the entire RecAssist amount on your account.

Details of the RecAssist Program

- **Allow two weeks for processing prior to registration.**
- If you qualify, you will receive notification by mail within 2 weeks. The total shown is for your eligible family members to use from January 1, 2014 to December 31, 2014.
- **RecAssist may only be used for Montgomery County Recreation classes and programs such as yoga, summer camps, swim lessons, sports, art, dance, and many, many more.** RecAssist may not be used for:
 - Sports team league fees
 - Facility rentals
 - Recreation Gift Cards
 - Daily pool admissions
 - Supplemental fees including security deposits, withdrawal fees, materials fees, late pick-up fees, or to purchase aquatic merchandise
 - A previous balance on your account
 - An adjustment of previous registrations
- RecAssist amounts not used will be removed from your account on December 31, 2014, or when the RecAssist Fund is depleted.
- All requests for withdrawal from a class or program must be submitted in writing.

Where to Submit Your Application and Copies of Documentation (no originals)

In-Person or Mail: Montgomery County Recreation
Attn: Management Services/Finance
4010 Randolph Road
Silver Spring, MD 20902-1099

Our Customer Service Desk is open for in-person, mail and fax registrations Monday through Friday, 8:30 am – 4:30 pm (except holidays). Fax: 240-777-6818. Due to the high volume of applications we receive, we are not able to confirm receipt of faxes.

- **Applications without the required documentation will not be processed.**
- **Allow up to two weeks for processing prior to registering.**

If you have any questions, please call 240-777-6840 before submitting your application and required copies of documentation.